ZEST

Certified B Corporation

We're hiring

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Project Coordinator

- Technical Operations team
- Full time
- Hybrid (Leeds)

About us

Zest is one of the UK's fastest-growing electric vehicle (EV) charge point operators, with a mission to make EV adoption accessible to everyone. By joining our team, you'll drive transport decarbonisation, support the UK's net zero goals and help improve air quality.

As a B Corporation, we're committed to making a positive difference for people and the planet, while also driving sustainable growth. This ethos is reflected in our company values, which guide everything we do:

People first

Our infrastructure is designed to **serve communities**. We're committed to developing charging solutions that people need today and in the future.

Social equity

As nearly 40% of UK drivers don't have a driveway, **we're making EV adoption a realistic option** for those **without home charge points** by providing publicly accessible infrastructure.

Doing it right

Beyond delivering low carbon infrastructure, **we're undergoing carbon literacy training**, regular carbon audits and carbon offsetting to ensure we meet our **2040 net zero targets**.



About the role

Project Coordinator

- **Technical Operations team**
- **Full-time**
- **Hybrid (Leeds)**

The Project Coordinator will work within Zest's Technical Operations team to provide assistance and support to the Operations Director, Technical Director and Technical Delivery Managers.

Responsibilities

- Taking ownership of allocated work, systems and prioritize workload
- ·Capture and process sales leads within the operational management systems
- Respond to customer emails and calls within allocated timescales
- Review, communicate and allocate information to wider operational team
- Adhere to operational procedures, request documentation from third parties
- Continuously and accurately update operational systems
- Manage orders for stock
- Work closely with Ops and Technical to provide a seamless integration between all the team
- Ongoing communication with external third parties
- Ongoing communication and relationship building with the internal sales team
- Monitoring operations inbox to ensure all RFIs and other emails are received and responded to in a timely manner
- Ensuring all project processes are followed and delivered in a timely manner

Knowledge & skills

- Electric Vehicle industry knowledge is desirable
- Strong communication skills are required
- Highly pro-active team-player

Essential qualifications

- Degree is preferred but not required

Meet the team

Technical Operations



Andy Butler
Technical Director

Andy leads the Technical Operations team to facilitate the growth of our business and infrastructure, and provides key strategic direction to determine how we're using technology within the company. When he's not at his desk, he likes to remain active by cycling, running and swimming and is looking into getting back into Triathlons.

James Payne
Project Coordination Manager

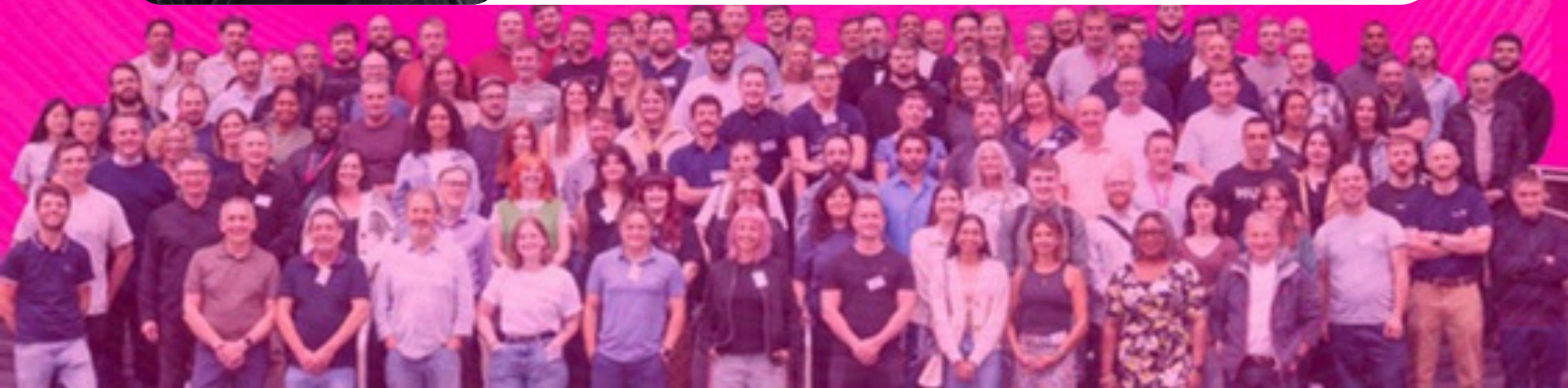
As a Project Coordination Manager, James is responsible for overseeing logistics, stock management, utility connections, and internal system maintenance, helping to ensure projects are delivered safely, efficiently, and on time. Outside of work, James enjoy walking, fishing, and watching a variety of sports





Reece Etienne
Senior Operations Executive

As a Senior Ops Executive, Reece coordinates and supports day-to-day business operations, ensuring processes run efficiently and key administrative, logistical, and operational tasks are completed effectively. He work across teams to improve workflows, solve operational challenges, and help deliver business objectives. In his free time, Reece enjoys going to the gym, watching football, and following UFC, which helps him stay active and engaged outside of work.



Why Zest

Be part of something that matters:

Join an industry that's driving real change. If you're looking for a career with purpose and impact, we'd love to have you on our team.

Thrive in a great team culture:

Recognised as outstanding by Best Companies, we've built a supportive, collaborative environment where contributions are celebrated, and our team are empowered to grow.

Our benefits

- Hybrid working - we have no set office days, so you can work flexibly
- 25 days annual leave increasing to 27 days after 2 years' service
- Enhanced family leave and pay
- Employee Assistance Programme
- Health and wellbeing benefit
- Paid dependants and carers leave
- Enhanced parental and bereavement leave
- Eye care

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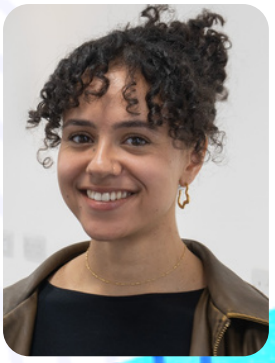
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Best Workplaces Medium Organisations Great Place To Work. UK 2025

What's next?

If you're interested in joining the team, apply for a role at zest.uk.com/careers.

Or alternatively, send your CV to careers@zest.uk.com

ZEST

careers@zest.uk.com
zest.uk.com/careers

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